

MINUTES
PLANNING COMMISSION
DECEMBER 5, 2011 – 6:00 P.M.
SPECIAL MEETING
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Munn, Pritchard, Roper, Steinfeld, Sherrard
Alternate members present: Fitzgerald, Zed, Kane
Staff present: Murphy, Davis, Glemboski, Doolittle

Chairman Sherrard called the meeting to order at 6:02 p.m.

A moment of silence was observed in honor of George Finn, a former member of the Planning Commission who passed away.

II. APPROVAL OF THE MINUTES OF meeting of October 25, 2011.

MOTION: To approve the minutes of October 25, 2011 as amended.

Motion made by Steinfeld, seconded by Roper. Motion passed 4-0-1, with Munn abstaining.

III. PUBLIC COMMUNICATIONS

Commissioner Fitzgerald submitted a letter to the Traffic Authority and provided copies to the members.

IV. SUBDIVISIONS

1. Library Hill Subdivision, 836 Noank Road – Request for bond reduction

Staff noted that Public Works has stated that the bond may be reduced to 10% or \$1,080.

MOTION: To reduce the bond for Library Hill Subdivision, 836 Noank Road to \$1,080.

Motion made by Roper, seconded by Pritchard. Motion passed unanimously.

2. Repp Subdivision, 10 Maxson Street – Request for bond reduction

The Town Engineer has stated that this bond may be reduced to 10% or \$710.

MOTION: To reduce the bond for Repp Subdivision, 10 Maxson Street to \$710.

Motion made by Sherrard, seconded by Roper. Motion passed unanimously.

V. SITE PLANS

1. Four Paws Site Plan Modification, 151 Cow Hill Road

Lawrence Montiero, owner, addressed the Commission and brought them up to date on the project. All of the site work has been completed except the final paving from the street to the temporary building. He requested an extension to February 1, 2012 to allow this work to take place. Dr. Montiero and the Commission discussed deadlines and weather circumstances that might affect the February 1, 2012 date. Dr. Montiero felt that the date was sufficient.

MOTION: To approve a modification to the Four Paws Modified Site Plan, 151 Cow Hill Road to extend the date for final improvements to February 1, 2012

Motion made by Pritchard, seconded by Munn. Motion passed unanimously.

2. Hannah Enterprises Site Plan Modification, 530 New London Road

The applicant was not present.

MOTION: To table Hannah Enterprises until later on in tonight's meeting

Motion made by Sherrard, seconded by Pritchard. Motion passed unanimously.

3. Central Hall, 18-22 West Main Street, 36 West Main Street & 2 Gravel Street – Request for extension or action required

Staff explained that this request for an extension will keep the site plan application active and will allow the applicant to appear before the Zoning Commission with their special permit application.

MOTION: To grant an extension for action on the site plan for Central Hall, 18-22 West Main Street, 36 West Main Street & 2 Gravel Street to January 29, 2012

Motion made by Sherrard, seconded by Fitzgerald. Motion passed unanimously.

VI. OLD BUSINESS

1. Land Use Regulation Update Project - none

2. Discussion Regarding Subdivision Tracking Procedures

A discussion regarding Gabrielle's Karate, 1028 Poquonnock Road, and the recent work that has taken place at the site occurred. The correct applications and permits have not been applied for. The Commission asked Staff to keep the item on the agenda until this situation is resolved. The Commission was very concerned with applicants asking for approval after work has already been completed.

Staff is compiling a table of the main expirations dates that are tracked for site plans and subdivision. Staff expects to have this table ready for the January 2012 meeting.

VII. NEW BUSINESS

1. Report of Commission

Commissioner Roper noted that he and the Chairman recently attended the SCCOG 50th year celebration. He also noted that the Mystic Community Task Group will meet December 12, 2011.

Commissioner Steinfeld reported that the downtown Groton Route 1 sidewalk has been completed.

2. Zoning Commission Referral for January 4, 2012 Public Hearing - Special Permit 323, Fairview Estates, 231 Lestertown Road

Staff gave the Commission a brief overview of this application. Staff will meet with the Applicant tomorrow for a staff review. A 3rd party traffic analysis as well as the Town's Traffic Authority will review this project. If the Special Permit is approved, they will appear before the Commission at some point in the near future.

MOTION: To request the Zoning Commission to continue their January 4, 2012 public hearing on Special Permit 323 to allow the Planning Commission time to better review the application at their January 10, 2012 meeting.

Motion made by Sherrard, seconded by Roper. Motion passed unanimously.

MOTION: To continue the Zoning Commission Referral for January 4, 2012 Public Hearing - Special Permit 323, Fairview Estates, 231 Lestertown Road to the January 10, 2012 meeting.

Motion made by Sherrard, seconded by Steinfeld. Motion passed unanimously.

3. Scheduling of Special Meeting date for consideration of 2013-2018 CIP

MOTION: To set a special meeting date of January 18, 2012 at 6:00 pm to review the 2013-2018 CIP

Motion made by Sherrard, seconded by Steinfeld. Motion passed unanimously.

4. New Applications

- a. Dunkin Donuts Drive Through, 368 Route 12
- b. Fields of Fire Family Paintball Park, 715 Noank Ledyard Road
- c. Hoelck's Florist, 388 Long Hill Road

V. SITE PLANS

1. Hannah Enterprises Site Plan Modification, 530 New London Road

Fazlay Rabbi, applicant, addressed the Commission requesting a modification to allow the underground utilities to be overhead. Due to the location of underground storage tanks, CL&P says that the wires cannot be located there. Staff handed out an email from Kevin Quinn stating that he concurs.

MOTION: To approve Hannah Enterprise Site Plan Modification (SIT11-19), 530 New London Road, with the following modification:

1. The utilities may be located above ground from Pole SNET #261 to the building as long as the utilities do not interfere with the traffic circulation or cause any health and safety issues on the site and meet all applicable code requirements.

Motion made by Sherrard, seconded by Pritchard. Motion passed unanimously.

The Commission requested that Staff forward a comment to DiCesare-Bentley Engineers to encourage them to more closely evaluate electric utilities requirements in preparing site plan applications.

VIII. REPORT OF CHAIRMAN - none

IX. REPORT OF STAFF

Staff noted that discussion on the POCD update will begin in 2012.

Staff received 13 submittals for the Energy Efficiency Action Plan and will select a firm to look at energy conservation for the Town's municipal buildings.

Staff will talk to the Town Council next month regarding the development of a blight code and its impact on residents and on the Planning Department.

X. ADJOURNMENT

Motion to adjourn at 7:27 p.m. made by Sherrard, seconded by Steinfeld, so voted unanimously.

Jeffrey Pritchard, Secretary
Planning Commission

Prepared by Katie Doolittle
Office Assistant II